

AGENDA ITEM # 8.C.1.2.

DATE: 1-26-2004

COAC NUMBER: 04-1976

**CITY OF GOODYEAR
CITY COUNCIL ACTION FORM**

SUBJECT: Grant application to the Arizona
Criminal Justice Commission for a Local Law
Enforcement Block Grant

STAFF PRESENTER: Bill Newman
COMPANY
CONTACT:

RECOMMENDATION:

1. Ratify the Police Department submitting an application to the Arizona Criminal Justice Commission, (ACJC), for a Local Law Enforcement Block Grant, (LLEBG) in the amount of \$11,111.
2. Ratify the City Manager and Chief of Police signing all documents concerning the grant.

COMMUNITY BENEFIT:

Purchase of camera equipment for the Crime Scene Photographers will improve the Department's ability to memorialize evidence at a crime scene.

Equipping the Special Assignments Unit with gas masks and Tyvek suits will prepare them to serve as first responders to a Weapons of Mass Destruction type event.

DISCUSSION:

Currently the Crime Scene Photographers are using outdated cameras and must share equipment to respond to a crime scene. The grant will facilitate fully equipping the three designated Crime Scene Photographers with identical modern equipment which will also make it easy for the photographers to use each others equipment with no additional training.

Currently the Special Assignments Unit does not have gas masks or Tyvek suits to respond to incidents involving Weapons of Mass Destruction. The grant will facilitate equipping each member of the team with one gas mask each and two Tyvek suits each.

Police Impact


The Department will have the potential to deploy a fully equipped Crime Scene Photographer on every major crime scene call-out. Photographers will be trained on use of standard issue equipment.

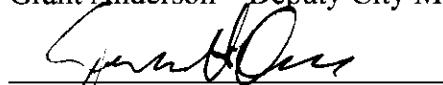
The Special Assignments Unit will not have to wait until next budge to acquire necessary equipment.

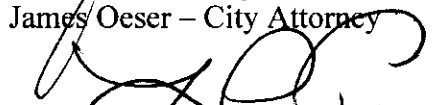
FISCAL IMPACT:

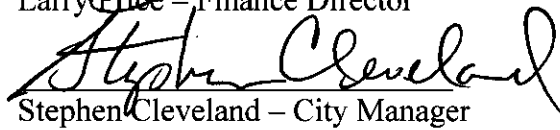
Federal	\$10,000
City grant match funds Acct #001-2100-421-2091	<u>\$ 1,111</u>
Total	\$11,111

REVIEWED BY:



Grant Anderson – Deputy City Manager

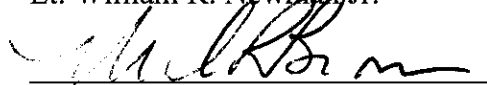

James Oeser – City Attorney


Larry Price – Finance Director


Stephen Cleveland – City Manager

PREPARED BY:


Lt. William R. Newman Jr.


Mark Brown - Department Head



Arizona Criminal Justice Commission

Chairperson
RALPH OGDEN
Yuma County Sheriff

Vice-Chairperson
DENNIS GARRETT, Director
Department of Public Safety

JOSEPH ARPAIO
Maricopa County Sheriff

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CLARENCE DUPNIK
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TONY ESTRADA
Santa Cruz County Sheriff

TERRY GODDARD
Attorney General

BARBARA LAWALL
Pima County Attorney

ROD MARQUARDT
Mohave County Chief Probation Officer

J. T. MCCANN, Chief
Flagstaff Police Department

RICHARD MIRANDA, Chief
Tucson Police Department

ROBERT CARTER OLSON
Pinal County Attorney

RICHARD ROMLEY
Maricopa County Attorney

DORA SCHRIRO, Director
Department of Corrections

CHRISTOPHER SKELLY
Judge, Retired

RICHARD J. YOST, Chief
El Mirage Police Department

Executive Director
MICHAEL D. BRANHAM

1110 West Washington, Suite 230
Phoenix, Arizona 85007
PHONE: (602) 364-1146
FAX: (602) 364-1175
www.acjc.state.az.us

December 4, 2003

Mr. Stephen S. Cleveland, City Manager
CITY OF GOODYEAR
190 No. Litchfield Rd.
Goodyear, Arizona 85338

Dear Mr. Cleveland:

RE: 2004 Local Law Enforcement Block Grant (LLEBG)

The Bureau of Justice Assistance (BJA) provides grants to units of local government, based on the 3-year average number of Part I violent crimes reported under the Uniform Crime Reporting system for 2000-2002. Larger grants have been awarded directly to local governments by BJA. A small residual amount was awarded to Arizona to be passed through to units of local government that were ineligible for the larger grants from BJA.

On November 20, 2003 the Arizona Criminal Justice Commission approved a grant in the amount of \$11,111 which includes a mandatory 10% hard cash match, to be awarded to the CITY OF GOODYEAR upon return receipt of the completed enclosed application. Instructions and additional information is also enclosed. **NOTE: The deadline for submitting the application is 5:00 p.m. on Thursday, January 15, 2004.**

If you have not already done so, please make sure you file your 2003 financial and activity reports with the Commission Office, failure to do so will delay the processing of the 2004 LLEBG award. If your agency needs board or council approval, please do so immediately. It is important to note that grant funds may, but are not required to be deposited into an interest bearing account. Any interest accrued must be used on the LLEBG program.

Please call Luis Martinez, Nina Clifford or me at the Commission Office (602) 364-1146 if you need additional information, or if we may otherwise be of assistance.

Sincerely,


Joseph R. Farmer
Program Manager
Drug Control & System Improvement



Arizona Criminal Justice Commission Local Law Enforcement Block Grants Program Application Form

Application Due on or before January 15, 2004

1. Name, Address of Applicant (Unit of Local Government – County, City, Town, Municipality): CITY OF GOODYEAR 190 No. Litchfield Rd. Goodyear, Arizona 85338		
2. Federal I.D. Number or EIN Number:		
3. Name and Title of Chief Executive Officer of the Unit of Local Government: Mr. Stephen S. Cleveland, City Manager		
4. Telephone Number:		Fax Number:
5. Grant Period: January 1, 2004 to December 31, 2004		
6. Administering Contact: (Name of Person and Agency Receiving Funds and Responsible for Sending Reports for the Grant: Name, Title, Complete Address, Telephone, Fax Numbers and E-Mail) GOODYEAR POLICE DEPARTMENT LT. WILLIAM R. NEWMAN JR 119 N. LITCHFIELD ROAD GOODYEAR, AZ 85338 BNEWMAN@GOODYEARAZ.GOV 6238827665 623932-3007 FAX		
7. Award Amount: Federal: \$10,000 Match: \$ 1,111 Total: \$11,111		
8. <input checked="" type="checkbox"/> Proposed Use of Funds and Enter dollar amount: Please include a brief statement as to how the funds are to be used and time frame. <i>For additional information on what you can do with these funds see the Information pages.</i>	<input checked="" type="checkbox"/> Law Enforcement Support <input type="checkbox"/> Hire Officers <input type="checkbox"/> Hire Support Personnel <input type="checkbox"/> Overtime Officers <input type="checkbox"/> Overtime Support Personnel <input checked="" type="checkbox"/> Purchase Equipment	Dollar Amount: \$ \$ \$ \$ \$ 11,111
	<input checked="" type="checkbox"/> Enhancing Security Measures <input type="checkbox"/> Around Schools <input type="checkbox"/> Other	Dollar Amount: \$ \$
	<input checked="" type="checkbox"/> Drug Courts <input type="checkbox"/> Establish <input type="checkbox"/> Support	Dollar Amount: \$ \$
	<input checked="" type="checkbox"/> Enhanced Adjudication <input type="checkbox"/> Violent Adults <input type="checkbox"/> Violent Juveniles	Dollar Amount: \$ \$
	<input checked="" type="checkbox"/> Establishing Task Forces (Multi-jurisdictional) <input type="checkbox"/> Rural Areas (only)	Dollar Amount: \$
	Crime Prevention Program (Additional program Assessment will be due)	Dollar Amount: \$
	Indemnification Insurance	Dollar Amount: \$
Signature of Executive Officer (Mayor, City Manager, Chairperson Broad of Supervisors) Signature: <u>Stephen S. Cleveland</u> Date: <u>01/14/04</u>		

By signing the application above you affirm that a 10% match of the total award will be provided and properly accounted for to qualify for Local Law Enforcement Block Grant funding allocated by the Criminal Justice Commission.



**ARIZONA CRIMINAL JUSTICE COMMISSION
LOCAL LAW ENFORCEMENT BLOCK GRANTS PROGRAM
APPLICATION INSTRUCTIONS**

**IMPORTANT: APPLICATION DEADLINE IS ON OR BEFORE JANUARY 15, 2004
PLEASE TYPE or PRINT ALL INFORMATION**

1. **Name and Address of Applicant:** Please make changes or corrections if necessary.
 2. **Federal I.D. Number or Federal Employer Identification Number (EIN) of the Recipient Agency:** Enter the Federal Employer Identification Number (EIN). This number may also be your IRS number (86-XXXXXX), which can be easily obtained from your finance department.
 3. **Name and Title of Chief Executive Officer of the Unit of Local Government:** Please make changes or corrections if necessary. The Chief Executive Officer is the Mayor, Town Manager or Chairman, County Supervisor or other official who has authority to make financial and programmatic commitments on behalf of the applicant jurisdiction.
 4. **CEO Phone/Fax:** Enter the direct line numbers for the Chief Executive Officer.
 5. **Grant Period:** The beginning date for the grant period is January 1, 2004 and the ending date is December 31, 2004.
 6. **Administering Contact:** Enter the name, address, title, telephone/fax number and Email of the person who has the administrative responsibilities for this grant (reports/grant agreements/checks, etc.).
 7. **Award Amount:** The award amounts have been entered for you. There is a cash match requirement of 10% of the **total award**.
 8. **Proposed Use of Funds:** Please check the box and enter the dollar amount that the money will be used for. More than one area may be used with these funds, make sure the amount of money totals to the grant amount including matching funds. See the enclosed information sheet on how units of local governments can use these funds, including the prohibition on use.
- Signature of Executive Officer:** This document must be **signed by the official who has the authority to make financial and programmatic commitments** on behalf of the applicant jurisdiction, such as the Mayor, City Manager, Chairperson Board of Supervisors. By signing the application you affirm that the 10% match of the total award will be accounted for and documented in your program financial documentation. **Unlike previous years, agencies are no longer required to submit a check for the 10% match.** You are, however, required to account for and document this match.
9. Please include a brief statement as to how the funds are to be used, and a time frame.
 10. Please forward the completed application to:

**Grants Coordinator
Arizona Criminal Justice Commission
1110 W. Washington, Suite 230
Phoenix, AZ 85007**

If you have any questions please call (602) 364-1146 and talk to Luis Martinez or Nina Clifford



**Arizona Criminal Justice Commission
Law Enforcement Block Grants Program
(LLEBG)**

INFORMATION

How much funding did Arizona get under this program?

In Fiscal Year 2003 the Arizona Criminal Justice Commission (ACJC) received \$210,062 in LLEBG funds to pass-through to county and local governments that did not previously receive a direct grant from Bureau of Justice Assistance (BJA).

How was the amount of each grant determined?

The BJA determined the amounts for units of local government eligible for larger grants on the basis of the average number of Part I violent crimes for a 3-year period, 2000-2002.

The staff of ACJC used the same basis for determining the amount of each of the smaller grants. The calculations are shown in the attached table for each unit of local government awarded a Law Enforcement Block Grant by the Commission.

What can units of local government do with these funds?

The seven (7) authorized program purpose areas are shown on the application, as follows:

1. Law Enforcement Support for:
 - A. Hiring, training, and employing on a continuing basis new, additional law enforcement officers and necessary support personnel (must show a net gain over the applicant's appropriated budget in the number of officers performing non-administrative public safety service).
 - B. Paying overtime for officers and necessary support personnel for the purpose of increasing the number of hours worked by such personnel.
 - C. Procuring equipment, technology, and other material directly related to basic law enforcement functions.
2. Enhancing security measures in and around schools, and in and around any other facility or location that the unit of local government considers a special risk for incidents of crime.
3. Establishing or supporting drug courts, which must include the following:
 - A. Continuing judicial supervision over offenders with substance abuse problems, but who are not violent offenders.
 - B. Integrating the administration of other sanctions and services, which shall

include: (i) mandatory periodic testing of each participant for the use of controlled substances or other addictive substances during any period of supervised release or probation; (ii) substance abuse treatment for each participant; (iii) probation or other supervised release involving possible prosecution, confinement, or incarceration because of noncompliance with program requirements or failure to show satisfactory progress; and (iv) programmatic, offender management and aftercare services such as relapse prevention, vocational job training, and job and housing placement.

4. Enhancing the adjudication of cases involving violent offenders, including cases involving violent juvenile offenders. For the purposes of this program, violent offender means a person charged with committing a Part I violent crime under the Uniform Crime Reports system.
5. Establishing a multi-jurisdictional task force, particularly in rural areas, composed of law enforcement officials representing units of local government; this task force will work with Federal law enforcement officials to prevent and control crime.
6. Establishing crime prevention programs involving cooperation between community residents and law enforcement personnel to control, detect, or investigate crime in the prosecution of criminals. (An additional assessment report will be required, if this purpose area is used.)
7. Defraying the cost of indemnification insurance for law enforcement officers.

Funds or portion of funds allocated may be used to contract with private, nonprofit entities or community-based organizations to carry out the purposes of this Block Grants Program.

What are the prohibitions on the use of these funds?

They cannot be used to buy, lease, rent or otherwise acquire tanks, armored vehicles, fixed-wing aircraft, limousines, real estate, yachts, consultants, or any vehicle not used primarily for law enforcement. In addition, Federal funds cannot be used to supplant State or local funds, but instead to increase the amount of funds that would be available otherwise from State and local sources and appropriations.

What is the Matching Fund requirement?

The federal law requires that 10% of the total grant must be made up from local hard cash matching funds. The Commission requires the unit of local government to account for this 10% in the program financial documentation. **Unlike previous years, agencies are no longer required to submit a check for the 10% match.** Once the grant application and agreement have been submitted and executed by the Commission, the full amount of the grant will then be disbursed to the unit of local government.

How long will units of local government have to spend this money?

The grant period will be from January 1, 2004 through December 31, 2004. All Local Law Enforcement Block Grant funds awarded by the Arizona Criminal Justice Commission must be encumbered or expended prior to December 31, 2004.

What are the application requirements?

The **deadline for submission is 5:00 p.m. on Thursday, January 15, 2004.** The application must be signed and submitted by the chief executive of the applicant jurisdiction; i.e., mayor, county manager or board of supervisors chairman, etc. Moreover, if the funds are to be used to employ additional personnel, suitable preference must be given to members of the Armed Forces who were involuntarily separated or retired due to the reductions in forces within the Department of Defense.

The Commission further requires a brief statement as to how the funds are to be used, a time frame for the expenditures (no later than December 31, 2004), and a signed grant agreement that includes the special conditions and requirements that govern the grant, including the filing of an annual financial report showing the expenditure of the grant funds, and an activity report detailing the results, outcome or benefits derived from the use of the block grant funds.

Recipients of LLEBG funds *may* choose to establish an interest-bearing account to deposit program funds. Only allowable program expenses may be paid from this account, and may not be used to pay debts incurred by other activities beyond the scope of the LLEBG Program.

Who can I call for additional information?

For information regarding the larger (>\$10,000) grants, or concerning the federal program, please call Richard Hendricks at 202-305-1909, or access the BJA home page at <http://www.ojp.usdoj.gov/BJA>.

For information concerning the administration of pass-through grants to units of local government that were ineligible for the larger grants, please call Luis Martinez or Nina Clifford, in the Arizona Criminal Justice Commission office - (602) 364-1146.